

**DUTY STATEMENT**

<b>Classification:</b> Energy Commission Specialist I (TED)	<b>Position No.</b> 6100-4184-020
<b>CBID:</b> R10	<b>Office:</b> Emerging Fuels & Technologies/Analysis Unit
<b>Date Prepared:</b> March 20, 2009	<b>Division:</b> Fuels and Transportation
<b>KEY: (E) IS ESSENTIAL, (M) IS MARGINAL</b>	

Under the general supervision of the Energy Commission Supervisor II (TED) in the Emerging Fuels and Technologies Office of the Fuels and Transportation Division, the incumbent will facilitate the development and deployment of alternative and renewable fuels and infrastructure and vehicle technologies in California by performing complex technical tasks. The incumbent work independently and/or participate in a team to address issues and barriers and recommend policy options to maintain and increase the development of alternative and renewable fuels and vehicle technologies.

**WORKING CONDITIONS:**

The work is performed in an indoor office and meeting room setting involving sitting, standing, and walking. The candidate must work well with people inside and outside the Energy Commission, including members of the general public. Travel may be required to attend workshops, hearings, and meetings. Additional hours beyond an eight-hour workday or forty-hour workweek may be required. While performing the duties described below, the incumbent will be required to work alone and/or in a team environment, using a personal computer and appropriate Energy Commission software such as word processing, electronic mail and Internet access; participate in and lead meetings with other staff and with other agencies.

**DUTIES AND RESPONSIBILITIES:**

- 40% Collect data and perform analyses using lifecycle and full fuel cycle models and analysis, including economic evaluation methods, economic variables and metrics and "real world" comparisons of results to influence policies and implementation of energy, environmental, climate change, and economic statutes and sustainability goals. (E)
- 30% Analyze the issues and barriers hindering alternative and renewable fuel and technology market development. Characterize and evaluate elements and factors to establish and integrate sustainability into California's transportation fuel market, use analytical methods and models that consider life cycle and full fuel cycle impacts in evaluating California transportation energy policies, and evaluate supply, economic and environmental impacts

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25% Develop projects to meet the office program goals for the development of alternative fuels and transportation energy technologies that transform California's fuel and vehicle types to help attain the state's climate change policies. Develop solicitations, review solicitation proposals, and develop and manage contracts to provide funding, including grants, loans, loan guarantees, revolving loans, or other appropriate measures to public agencies, businesses and projects, public-private partnerships, vehicle and technology consortia, workforce training partnerships and collaborative, fleet owners, consumers, recreational boaters, and academic institutions. (E)

5% Perform other duties as required consistent with the specifications of this classification. (M)

SIGNATURES	
I Certify That I Am Able To Perform, With Or Without The Assistance Of A Reasonable Accommodation, The Essential Job Duties Of This Position	
<div></div> <div>VACANT</div> <div>Date</div> <div>Energy Commission Specialist I (TED)</div>	<div></div> <div>JIM McKINNEY</div> <div>Date</div> <div>Energy Commission Supervisor II (TED)</div>

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